

## **Town Meeting Coordinating Committee**

Meeting of Tuesday, March 7, 2011

Town Hall, Diana Romer Room

**Attendance:** Peggy Roberts, Harry Brooks, Rob Crowner, Nonny Burack, Adrienne Terrizzi; absent: Mary Streeter, Carol Gray.

**1. Call to order:** Peggy calls the meeting to order at 2:10pm.

**2. Planning for Annual Town Meeting:** Warrant review/bus tour: Peggy and Nonny will meet Friday, April 1 to plan the agenda for the warrant review, to be held Thursday, April 14. The committee reviews the draft list of projected articles and determines that there will be plenty of potential bus tour stops, although an itinerary cannot be planned until the list is finalized.

New member orientation: The committee revisits its discussion of the pros and cons of holding a separate orientation versus conducting smaller orientations before each precinct meeting. Ultimately agreeing unanimously on the latter, following Nonny's motion seconded by Harry. Since some of the precinct meetings will not be led by a member of TMCC, Nonny agrees to attend the Pct. 5&6 meeting and Peggy tentatively agrees to attend the Pct. 4&10.

Packet materials: Peggy states that the first packet last Spring included the following information from TMCC: mentoring, Jones Library materials, dependent care, precinct meeting schedule, warrant review and bus tour notices, and informational forum notice. The second packet included TMCC election information, electronic voting update, and tips for preparing for Town Meeting. The committee agrees to produce essentially the same material this year, plus the warrant review rebroadcast schedule for ACTV if it is available in time for the second packet. Rob and Adrienne will collaborate on producing the fliers. Submission deadlines are Wednesday, April 6 and Wednesday, April 20.

TMCC election: Peggy states that planning for the TMCC election is in the hands of the Town Clerk and the Moderator, and that she will report any further action in this area as it happens.

**3. Stretch code:** Peggy reports that Mass. Dept. of Energy Resources representative Jim Barry will be conducting a follow-up presentation on adopting the "stretch code" on Tuesday, March 15. She has requested that it be taped for rebroadcast on ACTV. It is not yet known who will be explaining the stretch code article at the warrant review.

**4. Materials at Jones Library:** No action.

**5. TMCC webpage:** The committee agrees to suggest that a link to the Town Manager's budget book be added to the Town Meeting page on the town website. To the TMCC archive page should be added a note listing places that physical copies of archival material can be found, such as the Select Board office; the Town Clerk office; and the Jones Library, where it is believed that DVDs are available at the checkout counter, current printed material at the reference desk, and past material in special collections.

**6. New business:** Adrienne suggests that the TMCC chair make an oral report to Town Meeting under Article 1, including an update on the committee's recommendation about electronic voting, in order to give evidence of the work of the committee and to encourage members to run for a seat on the committee.

Adrienne requests that an "Old business" item be added to the standard agenda so that threads do not get lost. Members should be responsible for bringing up matters still open for action.

**7. Minutes of previous meetings:** The committee votes 4-0 with one abstention (Harry) to approve the minutes of February 11, as amended, on Nonny's motion; and 4-0 with one abstention (Rob) to approve the minutes of February 28, on Adrienne's motion.

**8. Adjournment:** The meeting is adjourned at 3:25pm. The next meeting is scheduled for Monday, March 28 at 2:00 in Bangs 101.

Respectfully submitted,  
Rob Crowner

Documents provided:

1. agenda
2. draft minutes of February 11 and 28 meetings
3. Preliminary list of articles for Annual Town Meeting
4. List of CPA funding requests